



# STATE OF LOUISIANA BOARD OF EXAMINERS OF NURSING FACILITY ADMINISTRATORS

[www.labenfa.com](http://www.labenfa.com)

(225) 295-8571 Fax: (225) 295-8574

5647 Superior Drive, Baton Rouge, LA 70816-6049

## QUARTERLY BOARD MEETING MINUTES MAY 13, 2020

The Louisiana Board of Examiners of Nursing Facility Administrators (“LABENFA”) connected through Zoom May 13, 2020, for their quarterly Board meeting. All members had previously been sent documents to follow along with the Power Point.

### **Board Members connected:**

Earl Thibodaux – Chairman	Bill Ledbetter	Jack Sanders
Scott Crabtree	Dr. Susan Nelson	Malcolm Tietje, LDH
Dr. Sharon Hutchinson	Andrew Periloux, LDH	Kemp Wright
Patricia LaBrosse	Teddy R. Price	

### **Also connected:**

Mark Hebert, Executive Director	MaryAlice Durham, Asst. Executive Director
Thomas Devillier, General Counsel	

### **Absent:**

Ronnie Goux	Delbert Wilbanks – Vice Chair
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### **Call to Order**

Once it appeared everyone was connected, the meeting was called to order at 11:05PM by Earl Thibodaux, Chairman.

### **Review/Approval of the Agenda / Minutes**

The Board had previously received the Agenda for today and the drafted Board meeting minutes from February 12, 2020. After giving the members a moment to review, Mr. Wright made a motion to approve the agenda and minutes, seconded by Mr. Crabtree, and unanimously approved.

### **Executive Directors Report**

Mr. Hebert began his Executive Directors report addressing the COVID-19 Public Health Emergency. He updated the members of NAB’s video conference relating to a few topics of interest of which included NAB testing and rescheduling of the NAB conference. Mr. Hebert continued his report informing the Board of the re-scheduled NAB Review class to be through Zoom, modification for our CE Vendors, upcoming annual re-registration, and NAB and LDH updates. Mr. Devillier updated the Board on changes/updates in legislation.

Mr. Wright made a motion to approve the Executive Director’s report. It was seconded by dr. Nelson and unanimously approved.

### **Review of Applicants**

Applications were made available for review (emailed previously). After a brief discussion, a motion to ratify the following individuals, individually, to sit for the examinations was made by Mr. Wright; seconded by Dr. Nelson, motion carried unanimously.

T 3620 **Charles Brakenridge**..... Plans to train

T 3622 **Kiesha Moreira** ..... Training at Ferncrest with Alexis Nunez

### **Waiver Exam Report:**

3589 **Rebecca Lewis**.....A partial waiver was requested by Rebecca Lewis in Nursing, Resident Activities, Social Services, and Medical Records. Ms. Lewis worked as the Administrative Assistant at landmark Nursing and Rehab in West Monroe over 15 years. She passed the state test, and both NAB tests. Delbert Wilbanks conducted the waiver exam and Mr. Hebert has his recommendation for the Board. After a brief discussion, Mr. Crabtree made a motion to grant the waivers, it was seconded by Dr. Nelson, and unanimously approved.

### **Reciprocity TO Louisiana:**

Applications for reciprocity to Louisiana files were made available for review. After a brief discussion of the applicants' files, motion was made by Mr. Crabtree, seconded by Dr. Hutchinson, and unanimously approved to accept Isley Carter's application by reciprocity, pending all other requirements are completed in the time allowed. Motion was made by Mr. Crabtree, seconded by Dr. Hutchinson, and unanimously approved to accept Sheryl Smith's application by reciprocity, pending all other requirements are completed in the time allowed.

3619 **Isley Carter** (from MS) Originally licensed in MS and worked as an NFA. Waiting on state test and Board approval.

3621 **Sheryl Smith** (from TX) Currently working as an administrator in TX. Waiting on CBC, Board approval, and associated fees

### **Reciprocity FROM Louisiana:** Reciprocity from LA requests noted; no motion necessary.

3653 **Candance Rogers** (to AL..... Licensed in LA 10/13/2005 – 06/30/2020

### **Education Committee Report**

Mr. Hebert presented the Education Report. Mr. Hebert reminded the members that the numbers are low this quarter, as expected and that there are no test scores as all of that is temporarily on hold through NAB. After a brief review, Mr. Wright made a motion to accept the education reports as presented, seconded by Mr. Crabtree, and unanimously approved.

### **Finance Committee Report**

Mr. Hebert, presented the Finance reports for the months of February, March, and April 2020. After a short review, Mr. Wright made a motion to accept the Financial Committee reports; seconded by Mr. Crabtree, and unanimously approved.

### **New Business:**

Mr. Crabtree addressed the Board apologizing for the delay associated with the Waiver / EXIT interview changes. He will be in contact with Mr. Hebert of the progress and if needed, will relinquish Chair to someone else. Mr. Crabtree's committee can meet through Zoom at this time. Mr. Devillier confirmed that with the legislative issues and uncertainty, state actions are less formal now. Mr. Hebert will notify Mr. Crabtree when they are required to meet face to face again.

**Unfinished Business: none**

**Approval of Next Meeting**

The next scheduled Board meeting was proposed to be Wednesday, August 12, 2020. Location and details to be decided prior to meeting.

**Adjourn/Pay for Meeting Expenses**

There being no further business, motion was made by Dr. Nelson; seconded by Mr. Crabtree, and unanimously approved to pay for the meeting expenses and adjourn. It was unanimously approved at 11:45.